

AGAWAM HIGH SCHOOL PROJECT – Agawam, MA

**SCHOOL BUILDING COMMITTEE (SBC) MEETING #16**

November 27, 2023

Agawam Public Library

3:00PM

Meeting Minutes for November 27, 2023

A scheduled meeting of the Agawam High School Building Committee was held on November 27, 2023 at 3:00pm at the Agawam Public Library. Committee members and attendees present were:

<u>Voting Member</u>	<u>Present</u>	<u>Absent</u>	<u>Notes</u>
William Sapelli-Chair	X		
Jim Blain	X		
Jennifer Bonfiglio	X		
Raymond Casella	X		
Robert Clickstein	X		
Louis Conte	X		
Dawn DeMatteo	X		
Sheila Hoffman		X	
Timothy Karetka	X		
Brian Melloni	X		
Brian Pagella	X		
Anthony Suffriti	X		
Robin Wozniak		X	
Christopher Caputo	X		
<b><u>Project Team Members</u></b>			
Linda Liporto	X		Leftfield - Senior Project Manager
James Riefstahl	X		Leftfield - Project Director
Jim Rogers		X	Leftfield - Owner
Adele Sands		X	Leftfield - Education Liaison
Kent Kovacs	X		Flansburgh - Principal-in-Charge
Jessica Libby		X	Flansburgh – Project Architect
Russ Higgins		X	Flansburgh – Project Architect

*7 voting members required for a quorum*

Meeting was called to order by Mayor Sapelli at 3:01 pm.

**1 – Agenda**

Linda Liporto went through the agenda for the meeting.

## **2 – Approval of Meeting Minutes**

Jennifer Bonfiglio made a motion to approve the minutes of October 23, 2023. Christopher Caputo seconded the motion. No discussion occurred. It was approved 12-0-2-0 (yes-no-absent-abstain).

## **3 – Approval of Invoices**

Linda Liporto reviewed the budget and current status of spending which included the September and October invoice summaries, totaling \$67,145 and \$80,945 respectively, which were made up of LeftField and Flansburgh monthly project costs. Chris Caputo motioned to approve the invoices as presented. Tony Suffriti seconded the motion. No discussion occurred. It was approved 12-0-2-0 (yes-no-absent-abstain).

## **4 – PSR Submission Update**

Linda Liporto relayed that the PSR submission successfully went in to the MSBA on 10/26/23. The project received MSBA review comments on 11/22/23 and will respond to them by 12/6/23. Flansburgh has commenced working on the Schematic Design.

## **5 – FAS Meeting Update**

As part of the MSBA process the project met with the Facilities Assessment Subcommittee to review the project on 11/15/23. The presentation included the educational programming vision, site layout, project design of preferred option, and project estimated costs. The FAS group had minor comments on the presentation and will recommend the project be approved to move into schematic design at the MSBA Board of Directors Meeting on 12/13/23.

## **6 – CM-R Schedule Update**

Linda Liporto presented the next steps and associated schedule for procuring a CM for the project. The intent is to have a CM onboard prior to Schematic Design submission to the MSBA.

## **5 – Public Comment**

There was no public comment.

## **6 – New Business**

There was no new business.

## **7 – Adjournment**

A motion to adjourn was made by Chris Caputo, seconded by Rob Clickstein. The motion was carried unanimously, via voice vote. The meeting was adjourned at 3:45PM.